



Dealer Funding Checklist

- ✓ **1. Original Installment Contract - Signed and dated by customer and dealer. First payment 30-45 days from contract date.** *Assignment section: Evansville Teacher FCU*
- ✓ **2. Credit Application - Signed by all applicants.**
- ✓ **3. Title Application - Evansville Teachers FCU listed as lienholder:**
Evansville Teachers FCU
P.O. Box 5129
Evansville, IN 47716-5129
- ✓ **4. Odometer Statement - Correct mileage listed.**
- ✓ **5. Valid Driver License for all applicants**
- ✓ **6. Agreement to Provide Insurance - Loss Payee:**
Evansville Teachers FCU
P.O. Box 692134
San Antonio, TX 78269-2134
- ✓ **7. Invoice / Book Sheet - Signed by Dealer If dealership name not printed on book sheet. Must Include VIN.**
- ✓ **8. Evansville Teachers Membership Application Form - One application per applicant**
- ✓ **9. Gap / Warranty / Service Agreements (if applicable) - Terms to match contract.**
- ✓ **10. Co Signer Agreement (If Applicable)**
- ✓ **11. Proof of Income (If applicable) - Paystub within 30 days of contract date. If self-employed last 3 months of personal bank statements.**
- ✓ **12. Proof of Residence (If applicable) - Utility bill dated within 30 days of contract date.**
- ✓ **13. References (If requested) - Names, phone numbers required.**

Fed Ex
Suite# 5065
4054 Willow Lake Blvd
Memphis, TN 38153

UPS / USPS
Suite #5065
3268 Progress Way
Wilmington, OH 45177-7700

* All Information Is subject to verification. Additional documents may be required prior to funding, based on verifications